

2008 South Dakota Health Care Professional Workforce Survey
State of South Dakota, Department of Health

Please return to:
South Dakota Department of Health
Office of Data, Statistics & Vital Records
600 East Capitol Avenue
Pierre, South Dakota 57501-2356
Phone: 605-773-3361
Fax: 605-773-5683

Assisted Living Centers

Please return by: **May 19, 2008**

Name of Facility: _____

Address of Facility: _____

City: _____

County: _____ Zip: _____ Telephone No.: _____

Staffing

Report full-time and part-time positions, including contracted positions, that are currently staffed in facility. Please note: The following questions apply only to assisted living center positions.

Assisted Living Centers	Current Total Budgeted Positions as of Jan 31 st , 2008		Current Total Budgeted Vacancies as of Jan 31 st , 2008		Turn Over* For Fiscal Year 2007	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Certified Nursing Assistant						
Dietitian and Nutritionists						
Licensed Practical Nurse						
Nursing Assistant						
Registered Nurse						

*Turnover Numbers: Is the number of employees who left your facility during the fiscal year 2007. It does not include the number of employees who were promoted or transferred within your facility.

Number of Certified Medication Aides Currently employed? _____

How many hours a week determines a full time staff position? _____

Hard to Fill Vacancies

In the last 12 months have you had hard-to-fill vacancies at this site? **Hard-to-Fill Vacancies:** Recruitment difficulties experienced, due to a number of reasons e.g. lack of applicants, applicants lack the qualifications, competition, undesirable hours, etc.

- ☐ Yes (**Please check all occupations that apply (below) AND continue with the rest of the survey**)
☐ No (**Please precede to the contact information at the end of the survey, complete the information and submit**)

- | | |
|--|--|
| <input type="checkbox"/> Certified Nursing Assistant | <input type="checkbox"/> Nursing Assistant |
| <input type="checkbox"/> Dietitian and Nutritionists | <input type="checkbox"/> Registered Nurse |
| <input type="checkbox"/> License Practical Nurse | <input type="checkbox"/> None of the above |

OVER

What are the causes of your hard-to-fill vacancies? Please check all that apply.

- a. ☐ Applicants lack the qualifications we want
- b. ☐ Lack of applicants
- c. ☐ Company/Industry doesn't pay enough
- d. ☐ Job entails shift work of undesirable hours
- e. ☐ Too much competition from other employers
- f. ☐ People with required skills don't want to relocate to this area
- g. ☐ Lack of resources to carry out effective recruitment
- h. ☐ Other (specify) _____
- i. ☐ Nothing
- j. ☐ Not applicable

What impact, if any, have hard-to-fill vacancies and employee turnover had on your institution? Please check all that apply.

- a. ☐ Reduced continuity of care
- b. ☐ Reduced staff to patient ratio
- c. ☐ Difficulty meeting safety or health standards
- d. ☐ Reduction in services because of increased costs or lack of staff
- e. ☐ Increased training costs
- f. ☐ Increased hiring or recruitment costs
- g. ☐ Inability to fulfill paperwork requirements
- h. ☐ Burnout of existing staff
- i. ☐ Inability to terminate undesirable or marginal staff
- j. ☐ Lower qualification of new employees
- k. ☐ Administrative staff working direct care
- l. ☐ Reduced training for new employees
- m. ☐ Other (specify) _____
- n. ☐ Nothing
- o. ☐ Not applicable

What measures, if any, have you taken to tackle the problem of hard-to-fill vacancies? Please check all that apply.

- a. ☐ Offered higher pay
- b. ☐ Offered better benefits (health insurance, pension, holidays, time off)
- c. ☐ Offered signing bonuses
- d. ☐ Increased recruitment efforts (locally and different geographical areas)
- e. ☐ Increased Public Relations
- f. ☐ Increased training and development within workforce
- g. ☐ Changed work practices (flexible hours, work from home)
- h. ☐ Provided childcare support
- i. ☐ Highlighted problem to local providers (eg.TEC's, colleges, training bodies)
- j. ☐ Recruited people from other organizations
- k. ☐ Other (specify) _____
- l. ☐ Nothing
- m. ☐ Not applicable

Contact Information

Thank you for you cooperation in completing this survey. If there are any questions about your responses to this survey who should be contacted?

		()	
Name (please print)	Title		(Area Code) Telephone Number

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Certified End-Stage Renal Disease Facilities

Please return by: **May 19, 2008**

Name of Facility: _____
 Address of Facility: _____ City: _____

 County: _____ Zip: _____ Telephone No.: _____

Staffing

Report full-time and part-time positions, including contracted positions, which are currently staffed in facility. Please note: The following questions apply only to certified end-stage renal disease facility positions.

Certified End-Stage Renal Disease Facilities	Current Total Budgeted Positions as of Jan 31 st 2008		Current total Budgeted Vacancies as of Jan 31 st 2008		Turn Over* For Fiscal Year 2007	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Dietitian and Nutritionist						
Licensed Practical Nurse						
Medical Laboratory Technician/Clinical Laboratory Technician						
Medical Laboratory Technologist/Clinical Laboratory Technologist						
Nephrologist						
Physician						
Psychologist						
Psychiatrist						
Registered Nurse						
Social Worker						

*Turnover Numbers: Is the number of employees who left your facility during the fiscal year 2007. It does not include the number of employees who were promoted or transferred within your facility.

How many hours a week determines a full time staff position? _____

Hard to Fill Vacancies

In the last 12 months, have you had hard-to-fill vacancies at this site? **Hard-to-Fill Vacancies:** Recruitment difficulties experienced, due to a number of reasons e.g. lack of applicants, applicants lack the qualifications, competition, undesirable hours, etc.

- ☐ Yes (Please check all occupations that apply (below) AND continue with the rest of the survey)
☐ No (Please precede to the contact information at the end of the survey, complete the information and submit)

- | | | |
|---|---------------------------------------|--|
| <input type="checkbox"/> Dietitian and Nutritionist | <input type="checkbox"/> Nephrologist | |
| <input type="checkbox"/> Licensed Practical Nurse | <input type="checkbox"/> Physician | |
| <input type="checkbox"/> Medical Lab Technician/CLT | <input type="checkbox"/> Psychologist | <input type="checkbox"/> Registered Nurse |
| <input type="checkbox"/> Medical Technologist/CLT | <input type="checkbox"/> Psychiatrist | <input type="checkbox"/> Social Worker |
| | | <input type="checkbox"/> None of the above |

OVER

- a. ☐ Applicants lack the qualifications we want
- b. ☐ Lack of applicants
- c. ☐ Company/Industry doesn't pay enough
- d. ☐ Job entails shift work of undesirable hours
- e. ☐ Too much competition from other employers
- f. ☐ People with required skills don't want to relocate to this area
- g. ☐ Lack of resources to carry out effective recruitment
- h. ☐ Other (specify) _____
- i. ☐ Nothing
- j. ☐ Not applicable

- a. ☐ Reduced continuity of care
- b. ☐ Reduced staff to patient ratio
- c. ☐ Difficulty meeting safety or health standards
- d. ☐ Reduction in services because of increased costs or lack of staff
- e. ☐ Increased training costs
- f. ☐ Increased hiring or recruitment costs
- g. ☐ Inability to fulfill paperwork requirements
- h. ☐ Burnout of existing staff
- i. ☐ Inability to terminate undesirable or marginal staff
- j. ☐ Lower qualification of new employees
- k. ☐ Administrative staff working direct care
- l. ☐ Reduced training for new employees
- m. ☐ Other (specify) _____
- n. ☐ Nothing
- o. ☐ Not applicable

- a. ☐ Offered higher pay
- b. ☐ Offered better benefits (health insurance, pension, holidays, time off)
- c. ☐ Offered signing bonuses
- d. ☐ Increased recruitment efforts (locally and different geographical areas)
- e. ☐ Increased Public Relations
- f. ☐ Increased training and development within workforce
- g. ☐ Changed work practices (flexible hours, work from home)
- h. ☐ Provided childcare support
- i. ☐ Highlighted problem to local providers (eg.TEC's, colleges, training bodies)
- j. ☐ Recruited people from other organizations
- k. ☐ Other (specify) _____
- l. ☐ Nothing
- m. ☐ Not applicable

Thank you for your cooperation in completing this survey. If there are any questions about your responses to this survey who should be contacted?

Name (please print) Title ()

(Area Code) Telephone Number

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State of South Dakota, Department of Health

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Certified Home Health Agencies

Please return by: **May 19, 2008**

Name of Facility: _____

Address of Facility: _____ City: _____

County: _____ Zip: _____ Telephone
 No.: _____

Staffing

Report full-time and part-time positions, including contracted positions, which are currently staffed in facility. Please note: The following questions apply only to certified home health agency positions.

Certified Home Health Agencies	Current Total Budgeted Positions as of Jan 31 st 2008		Current Budgeted Vacancies as of Jan 31 st 2008		Turn Over* For Fiscal Year 2007	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Certified Nursing Assistant						
Licensed Practical Nurse						
Occupational Therapist						
Occupational Therapist Assistant						
Physical Therapist						
Physical Therapist Assistant						
Registered Nurse						
Social Worker						
Speech Pathologist/Speech-Language Pathologist						

*Turnover Numbers: Is the number of employees who left your facility during the fiscal year 2007. It does not include the number of employees who were promoted or transferred within your facility.

How many hours a week determines a full time staff position? _____

Hard to Fill Vacancies

In the last 12 months, have you had hard to fill vacancies at this site? **Hard-to-Fill Vacancies:** Recruitment difficulties experienced, due to a number of reasons e.g. lack of applicants, applicants lack the qualifications, competition, undesirable hours, etc.

- ☐ Yes (Please check all occupations that apply (below) AND continue with the rest of the survey)
- ☐ No (Please precede to the contact information at the end of the survey, complete the information and submit)
- | | |
|---|--|
| <input type="checkbox"/> Certified Nursing Assistant | <input type="checkbox"/> Registered Nurse |
| <input type="checkbox"/> License Practical Nurse | <input type="checkbox"/> Social Worker |
| <input type="checkbox"/> Occupational Therapist | <input type="checkbox"/> Speech Pathologist/Speech-Language Path |
| <input type="checkbox"/> Occupational Therapist Assistant | <input type="checkbox"/> None of the above |
| <input type="checkbox"/> Physical Therapist | |
| <input type="checkbox"/> Physical Therapist Assistant | |

OVER

What are the causes of your hard-to-fill vacancies? Please check all that apply.

- a. ☐ Applicants lack the qualifications we want
- b. ☐ Lack of applicants
- c. ☐ Company/Industry doesn't pay enough
- d. ☐ Job entails shift work of undesirable hours
- e. ☐ Too much competition from other employers
- f. ☐ People with required skills don't want to relocate to this area
- g. ☐ Lack of resources to carry out effective recruitment
- h. ☐ Other (specify) _____
- i. ☐ Nothing
- j. ☐ Not applicable

What impact, if any, have hard-to-fill vacancies and employee turnover had on your institution? Please check all that apply.

- a. ☐ Reduced continuity of care
- b. ☐ Reduced staff to patient ratio
- c. ☐ Difficulty meeting safety or health standards
- d. ☐ Reduction in services because of increased costs or lack of staff
- e. ☐ Increased training costs
- f. ☐ Increased hiring or recruitment costs
- g. ☐ Inability to fulfill paperwork requirements
- h. ☐ Burnout of existing staff
- i. ☐ Inability to terminate undesirable or marginal staff
- j. ☐ Lower qualification of new employees
- k. ☐ Administrative staff working direct care
- l. ☐ Reduced training for new employees
- m. ☐ Other (specify) _____
- n. ☐ Nothing
- o. ☐ Not applicable

What measures, if any, have you taken to tackle the problem of hard-to-fill vacancies? Please check all that apply.

- a. ☐ Offered higher pay
- b. ☐ Offered better benefits (health insurance, pension, holidays, time off)
- c. ☐ Offered signing bonuses
- d. ☐ Increased recruitment efforts (locally and different geographical areas)
- e. ☐ Increased Public Relations
- f. ☐ Increased training and development within workforce
- g. ☐ Changed work practices (flexible hours, work from home)
- h. ☐ Provided childcare support
- i. ☐ Highlighted problem to local providers (eg.TEC's, colleges, training bodies)
- j. ☐ Recruited people from other organizations
- k. ☐ Other (specify) _____
- l. ☐ Nothing
- m. ☐ Not applicable

Contact Information

Thank you for your cooperation in completing this survey. If there are any questions about your responses to this survey who should be contacted?

_____	_____	(_____)_____
Name (please print)	Title	(Area Code) Telephone Number

2008 South Dakota Health Care Professional Workforce Survey
State of South Dakota, Department of Health

Please return to:
 South Dakota Department of Health
 600 East Capitol Avenue
 Pierre, South Dakota 57501-2356
 Phone: 605-773-3361 Fax: 605-773-5683

Clinics

Please return by: **May 19, 2008**

Name of Facility: _____

Address of Facility: _____ City: _____

County: _____ Zip: _____ Telephone No.: _____

Staffing

Report full-time and part-time positions, including contracted positions, which are currently staffed in facility. Please note: The following questions apply only to clinic positions.

Clinics	Current Total Budgeted Positions as of Jan 31 st 2008		Current Total Budgeted Vacancies as of Jan 31 st 2008		Turn Over* For Fiscal Year 2007	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Audiologist						
Cardiovascular Technician						
Cardiovascular Technologist						
Certified Nurse Midwife						
Certified Nurse Practitioner						
Certified Registered Nurse Anesthetist						
Clinical Nurse Specialist						
Diagnostic Medical Sonographer/Ultrasonographer						
Licensed Practical Nurse						
Medical Assistant						
Medical Lab Technician/Clinical Lab Technician						
Medical Lab Technologist/Clinical Lab Technologist						
Medical Transcriptionist						
Nuclear Medical Technologist						
Occupational Therapist						
Physician						
Physician Assistant						
Physical Therapist						
Registered Nurse						
Radiological Technician						
Radiological Technologist						
Respiratory Therapist						
Speech Pathologist/Speech-Language Pathologist						

*Turnover Numbers: Is the number of employees who left your facility during the fiscal year 2007. It does not include the number of employees who were promoted or transferred within your facility.

Hard to Fill Vacancies

How many hours a week determines a full time staff position? _____

In the last 12 months, have you had hard-to-fill vacancies at this site? **Hard-to-Fill Vacancies:** Recruitment difficulties experienced, due to a number of reasons e.g. lack of applicants, applicants lack the qualifications, competition, undesirable hours, etc.

OVER

- ☐ Yes (Please check all occupations that apply (below) AND continue with the rest of the survey)
- ☐ No (Please precede to the contact information at the end of the survey, complete the information and submit)

- | | | |
|--|---|---|
| <input type="checkbox"/> Audiologist | <input type="checkbox"/> Licensed Practical Nurse | <input type="checkbox"/> Physician Assistant |
| <input type="checkbox"/> Cardiovascular Technician | <input type="checkbox"/> Medical Assistant | <input type="checkbox"/> Physical Therapist |
| <input type="checkbox"/> Cardiovascular Technologist | <input type="checkbox"/> Medical Lab Technician/Clinical Lab Technician | <input type="checkbox"/> Registered Nurse |
| <input type="checkbox"/> Certified Nurse Midwife | <input type="checkbox"/> Medical Lab Technologist/Clinical Lab Technologist | <input type="checkbox"/> Radiological Technician |
| <input type="checkbox"/> Certified Nurse Practitioner | <input type="checkbox"/> Medical Transcriptionist | <input type="checkbox"/> Radiological Technologist |
| <input type="checkbox"/> Certified Registered Nurse Anesthetist | <input type="checkbox"/> Nuclear Medical Technologist | <input type="checkbox"/> Respiratory Therapist |
| <input type="checkbox"/> Clinical Nurse Specialist | <input type="checkbox"/> Occupational Therapist | <input type="checkbox"/> Speech Pathologist/Speech-Language Pathologist |
| <input type="checkbox"/> Diagnostic Medical Sonographer/Ultrasonographer | <input type="checkbox"/> Physician | <input type="checkbox"/> None of the above |

What are the causes of your hard-to-fill vacancies? Please check all that apply.

- ☐ Applicants lack the qualifications we want
- ☐ Lack of applicants
- ☐ Company/Industry doesn't pay enough
- ☐ Job entails shift work of undesirable hours
- ☐ Too much competition from other employers
- ☐ People with required skills don't want to relocate to this area
- ☐ Lack of resources to carry out effective recruitment
- ☐ Other (specify) _____
- ☐ Nothing
- ☐ Not applicable

What impact, if any, have hard-to fill vacancies and employee turnover had on your institution? Please check all that apply.

- ☐ Reduced continuity of care
- ☐ Reduced staff to patient ratio
- ☐ Difficulty meeting safety or health standards
- ☐ Reduction in services because of increased costs or lack of staff
- ☐ Increased training costs
- ☐ Increased hiring or recruitment costs
- ☐ Inability to fulfill paperwork requirements
- ☐ Burnout of existing staff
- ☐ Inability to terminate undesirable or marginal staff
- ☐ Lower qualification of new employees
- ☐ Administrative staff working direct care
- ☐ Reduced training for new employees
- ☐ Other (specify) _____
- ☐ Nothing
- ☐ Not applicable

What measures, if any, have you taken to tackle the problem of hard-to-fill vacancies? Please check all that apply.

- ☐ Offered higher pay
- ☐ Offered better benefits (health insurance, pension, holidays, time off)
- ☐ Offered signing bonuses
- ☐ Increased recruitment efforts (locally and different geographical areas)
- ☐ Increased Public Relations
- ☐ Increased training and development within workforce
- ☐ Changed work practices (flexible hours, work from home)
- ☐ Provided childcare support
- ☐ Highlighted problem to local providers (eg.TEC's, colleges, training bodies)
- ☐ Recruited people from other organizations
- ☐ Other (specify) _____
- ☐ Nothing
- ☐ Not applicable

Contact Information

Thank you for you cooperation in completing this survey. If there are any questions about your responses to this survey who should be contacted?

Name (please print) Title (_____) Telephone Number

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State of South Dakota, Department of Health

Please return to:
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600 East Capitol Avenue
Pierre, South Dakota 57501-2356
Phone: 605-773-3361 Fax: 605-773-5683

Community Health

Please return by: **May 19, 2008**

Name of Facility: _____
Address of Facility: _____ City: _____
County: _____ Zip: _____ Telephone No.: _____

Staffing

Report full-time and part-time positions that are currently on facility payroll and/or contracted.
Please note: The following questions apply only to prison health positions.

Community Health	Current Total Budgeted Positions as of Jan 31 st 2008		Current Total Budgeted Vacancies as of Jan 31 st 2008		Turn Over* For Fiscal Year 2007	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Licensed Practical Nurse						
Dietitian and Nutritionist						
Nutrition Educator						
Registered Nurse						

*Turnover Numbers: Is the number of employees who left your facility during the fiscal year 2007. It does not include the number of employees who were promoted or transferred within your facility.

Hard to Fill Vacancies

How many hours a week determines a full time staff position? _____

In the last 12 months, have you had hard-to-fill vacancies at this site? **Hard-to-Fill Vacancies:** Recruitment difficulties experienced, due to a number of reasons e.g. lack of applicants, applicants lack the qualifications, competition, undesirable hours, etc.

- ☐ Yes (**Please check all occupations that apply (below) AND continue with the rest of the survey**)
☐ No (**Please proceed to the contact information at the end of the survey, complete the contact information and submit**)

- ☐ Licensed Practical Nurse ☐ Nutrition Educator ☐ None of the above
☐ Dietitian and Nutritionist ☐ Registered Nurse

What are the causes of your hard-to-fill vacancies? Please check all that apply.

- a. _____ Applicants lack the qualifications we want
b. _____ Lack of applicants
c. _____ Company/Industry doesn't pay enough
d. _____ Job entails shift work of undesirable hours
e. _____ Too much competition from other employers
f. _____ People with required skills don't want to relocate to this area
g. _____ Lack of resources to carry out effective recruitment
h. _____ Other (specify) _____
i. _____ Nothing
j. _____ Not applicable

OVER

What impact, if any, have hard-to fill vacancies and employee turnover had on your institution? Please check all that apply.

- a. ☐ Reduced continuity of care
- b. ☐ Reduced staff to patient ratio
- c. ☐ Difficulty meeting safety or health standards
- d. ☐ Reduction in services because of increased costs or lack of staff
- e. ☐ Increased training costs
- f. ☐ Increased hiring or recruitment costs
- g. ☐ Inability to fulfill paperwork requirements
- h. ☐ Burnout of existing staff
- i. ☐ Inability to terminate undesirable or marginal staff
- j. ☐ Lower qualification of new employees
- k. ☐ Administrative staff working direct care
- l. ☐ Reduced training for new employees
- m. ☐ Other (specify) _____
- n. ☐ Nothing
- o. ☐ Not applicable

What measures, if any, have you taken to tackle the problem of hard-to-fill vacancies? Please check all that apply.

- a. ☐ Offered higher pay
- b. ☐ Offered better benefits (health insurance, pension, holidays, time off)
- c. ☐ Offered signing bonuses
- d. ☐ Increased recruitment efforts (locally and different geographical areas)
- e. ☐ Increased Public Relations
- f. ☐ Increased training and development within workforce
- g. ☐ Changed work practices (flexible hours, work from home)
- h. ☐ Provided childcare support
- i. ☐ Highlighted problem to local providers (eg.TEC's, colleges, training bodies)
- j. ☐ Recruited people from other organizations
- k. ☐ Other (specify) _____
- l. ☐ Nothing
- m. ☐ Not applicable

Contact Information

Thank you for your cooperation in completing this survey. If there are any questions about your responses to this survey who should be contacted?

_____	_____	(____)
Name (please print)	Title	(Area Code) Telephone Number

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State of South Dakota, Department of Health

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Pierre, South Dakota 57501-2356
Phone: 605-773-3361 Fax: 605-773-5683

Dental Office

Please return by: **May 19, 2008**

Name of Facility: _____
Address of Facility: _____ City: _____
County: _____ Zip: _____ Telephone No.: _____

Staffing

Report full-time and part-time positions, including contracted positions, which are currently staffed in facility. Please note: The following questions apply only to dental offices.

Dental Offices	Current Total Budgeted Positions as of Jan 31 st 2008		Current Total Budgeted Vacancies as of Jan 31 st 2008		Turn Over* For Fiscal Year 2007	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Dental Assistant						
Dental Hygienist						
Dentist						
Orthodontist						
Oral Surgeon						
Radiographers						

*Turnover Numbers: Is the number of employees who left your facility during the fiscal year 2007. It does not include the number of employees who were promoted or transferred within your facility.

Hard to Fill Vacancies

How many hours a week determines a full time staff position? _____

In the last 12 months, have you had hard-to-fill vacancies at this site? **Hard-to-Fill Vacancies:** Recruitment difficulties experienced, due to a number of reasons e.g. lack of applicants, applicants lack the qualifications, competition, undesirable hours, etc.

- ☐ Yes (Please check all occupations that apply (below) AND continue with the rest of the survey)
☐ No (Please proceed to the contact information at the end of the survey, complete the contact information and submit)
- | | |
|---|--|
| <input type="checkbox"/> Dental Assistant | <input type="checkbox"/> Oral Surgeon |
| <input type="checkbox"/> Dental Hygienist | <input type="checkbox"/> Radiographers |
| <input type="checkbox"/> Dentist | <input type="checkbox"/> None of the above |
| <input type="checkbox"/> Orthodontist | |

OVER

- a. ☐ Applicants lack the qualifications we want
- b. ☐ Lack of applicants
- c. ☐ Company/Industry doesn't pay enough
- d. ☐ Job entails shift work of undesirable hours
- e. ☐ Too much competition from other employers
- f. ☐ People with required skills don't want to relocate to this area
- g. ☐ Lack of resources to carry out effective recruitment
- h. ☐ Other (specify) _____
- i. ☐ Nothing
- j. ☐ Not applicable

- a. ☐ Reduced continuity of care
- b. ☐ Reduced staff to patient ratio
- c. ☐ Difficulty meeting safety or health standards
- d. ☐ Reduction in services because of increased costs or lack of staff
- e. ☐ Increased training costs
- f. ☐ Increased hiring or recruitment costs
- g. ☐ Inability to fulfill paperwork requirements
- h. ☐ Burnout of existing staff
- i. ☐ Inability to terminate undesirable or marginal staff
- j. ☐ Lower qualification of new employees
- k. ☐ Administrative staff working direct care
- l. ☐ Reduced training for new employees
- m. ☐ Other (specify) _____
- n. ☐ Nothing
- o. ☐ Not applicable

- a. ☐ Offered higher pay
- b. ☐ Offered better benefits (health insurance, pension, holidays, time off)
- c. ☐ Offered signing bonuses
- d. ☐ Increased recruitment efforts (locally and different geographical areas)
- e. ☐ Increased Public Relations
- f. ☐ Increased training and development within workforce
- g. ☐ Changed work practices (flexible hours, work from home)
- h. ☐ Provided childcare support
- i. ☐ Highlighted problem to local providers (eg.TEC's, colleges, training bodies)
- j. ☐ Recruited people from other organizations
- k. ☐ Other (specify) _____
- l. ☐ Nothing
- m. ☐ Not applicable

Name (please print) Title ()

(Area Code) Telephone Number

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State of South Dakota, Department of Health

Please return to:
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Pierre, South Dakota 57501-2356
Phone: 605-773-3361 Fax: 605-773-5683

Federally Qualified Health Centers

Please return by: **May 19, 2008**

Name of Facility: _____
Address of Facility: _____ City: _____
County: _____ Zip: _____ Telephone No.: _____

Staffing

Report full-time and part-time positions, including contracted positions, which are currently staffed in facility. Please note: The following questions apply only to federally qualified health center positions.

Federally Qualified Health Centers	Current Total Budgeted Positions as of Jan 31 st 2008		Current Total Budgeted Vacancies as of Jan 31 st 2008		Turn Over* For Fiscal Year 2007	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Certified Nurse Midwife						
Certified Nurse Practitioner						
Certified Registered Nurse Anesthetist						
Clinical Nurse Specialist						
Diagnostic Medical Sonographer/Ultrasonographer						
Licensed Practical Nurse						
Medical Assistant						
Medical Lab Technician/Clinical Laboratory Technician						
Medical Lab Technologist/Clinical Laboratory Technologist						
Medical Transcriptionist						
Physician						
Physician Assistant						
Registered Nurse						
Radiation Therapist						
Radiological Technician						

*Turnover Numbers: Is the number of employees who left your facility during the fiscal year 2007. It does not include the number of employees who were promoted or transferred within your facility.

Hard to Fill Vacancies

How many hours a week determines a full time staff position? _____

In the last 12 months, have you had hard-to-fill vacancies at this site? **Hard-to-Fill Vacancies:** Recruitment difficulties experienced, due to a number of reasons e.g. lack of applicants, applicants lack the qualifications, competition, undesirable hours, etc.

- ☐ Yes (**Please check all occupations that apply (below) AND continue with the rest of the survey**)
☐ No (**Please proceed to the contact information at the end of the survey, complete the contact information and submit**)

OVER

Name (please print) Title ()
(Area Code) Telephone Number

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State of South Dakota, Department of Health

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 Phone: 605-773-3361 Fax: 605-773-5683

Hospitals

Please return by: **May 19, 2008**

Name of Facility: _____
 Address of Facility: _____ City: _____
 County: _____ Zip: _____ Telephone No.: _____

Staffing

Report full-time and part-time positions, including contracted positions, that are currently staffed in facility.
Please note: The following questions apply only to hospital positions.

Hospitals	Current Total Budgeted Positions as of January 31 st , 2008		Current Total Budgeted Vacancies as of January 31 st , 2008		Turn Over* For Fiscal Year 2007	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Accredited Record Technician						
Audiologist						
Cardiovascular Technician						
Cardiovascular Technologist						
Certified Coding Specialist						
Certified Dietary Manager						
Certified Nursing Assistant						
Certified Nurse Practitioner						
Certified Registered Nurse Anesthetists						
Chiropractor						
Clinical Nurse Specialist						
Diagnostic Medical Sonographers/Ultrasonographers						
Dietitian and Nutritionists						
Emergency Medical Technician - Basic						
Emergency Medical Technician – I/85 (Intermediate)						
Emergency Medical Technician – PM (Paramedic)						
Emergency Medical Technician – I/99 (Special Skills)						
Licensed Practical Nurse						
Massage Therapist						
Medical Assistants						
Medical Lab Technician/Clinical Lab Technician						
Medical Lab Technologist/Clinical Lab Technologists						
Medical Transcriptionists						
Nuclear Medicine Technologists						
Nursing Assistant						
Occupational Therapist						
Occupational Therapists Assistant						
Patient Care Technician						
Physician						
Physician Assistant						
Physical Therapist						
Physical Therapist Assistant						
Podiatrist						
Psychologist						
Psychiatrist						
Radiation Therapists						
Radiological Technicians						
Radiological Technologist						
Registered Nurse						
Registered Record Administrator						
Respiratory Therapist						
Social Worker						
Speech Path/Speech-Language Path						
Surgical Technician/Operating Room Tech						

*Turnover Numbers: Is the number of employees who left your facility during the fiscal year 2007. It does not include the number of employees who were promoted or transferred within your facility.

Hard to Fill Vacancies

How many hours a week determines a full time staff position? _____

In the last 12 months have you had hard-to-fill vacancies at this site? **Hard-to-Fill Vacancies:** Recruitment difficulties experienced, due to a number of reasons e.g. lack of applicants, applicants lack the qualifications, competition, undesirable hours, etc.

- ☐ Yes (**Please check all occupations that apply (below) AND continue with the rest of the survey**)
☐ No (**Please precede to the contact information at the end of the survey, complete the information and submit**)

- | | | |
|--|---|---|
| <input type="checkbox"/> Accredited Record Technician | <input type="checkbox"/> EMT – I/85 (Intermediate) | <input type="checkbox"/> Physician Assistant |
| <input type="checkbox"/> Audiologist | <input type="checkbox"/> EMT – PM (Paramedic) | <input type="checkbox"/> Physical Therapist |
| <input type="checkbox"/> Cardiovascular Technologist | <input type="checkbox"/> EMT – I/99 (Special Skills) | <input type="checkbox"/> Physical Therapist Assistant |
| <input type="checkbox"/> Cardiovascular Technicians | <input type="checkbox"/> Licensed Practical Nurse | <input type="checkbox"/> Podiatrist |
| <input type="checkbox"/> Certified Coding Specialist | <input type="checkbox"/> Massage Therapist | <input type="checkbox"/> Psychologist |
| <input type="checkbox"/> Certified Dietary Manager | <input type="checkbox"/> Medical Assistants | <input type="checkbox"/> Psychiatrist |
| <input type="checkbox"/> Certified Nursing Assistant | <input type="checkbox"/> Medical Lab Technician/CLT | <input type="checkbox"/> Radiation Therapists |
| <input type="checkbox"/> Certified Nurse Practitioner | <input type="checkbox"/> Medical Lab Technologist/CLT | <input type="checkbox"/> Radiological Technicians |
| <input type="checkbox"/> Certified Registered Nurse Anesthetists | <input type="checkbox"/> Medical Transcriptionists | <input type="checkbox"/> Radiological Technologist |
| <input type="checkbox"/> Chiropractor | <input type="checkbox"/> Nuclear Medicine Technologists | <input type="checkbox"/> Registered Nurse |
| <input type="checkbox"/> Clinical Nurse Specialist | <input type="checkbox"/> Nursing Assistant | <input type="checkbox"/> Registered Record Administrators |
| <input type="checkbox"/> Diagnostic Medical Sonographers/Ultrasonographers | <input type="checkbox"/> Occupational Therapist | <input type="checkbox"/> Respiratory Therapists |
| <input type="checkbox"/> Dietitian and Nutritionists | <input type="checkbox"/> Occupational Therapist Assistant | <input type="checkbox"/> Social Worker |
| <input type="checkbox"/> EMT – Basic | <input type="checkbox"/> Patient Care Technician | <input type="checkbox"/> Speech Path/Speech-Lang Path |
| | <input type="checkbox"/> Physician | <input type="checkbox"/> Surgical Tech/Op Room Tech |
| | | <input type="checkbox"/> None of the above |

What are the causes of your hard-to-fill vacancies? Please check all that apply.

- a. ☐ Applicants lack the qualifications we want
- b. ☐ Lack of applicants
- c. ☐ Company/Industry doesn't pay enough
- d. ☐ Job entails shift work of undesirable hours
- e. ☐ Too much competition from other employers
- f. ☐ People with required skills don't want to relocate to this area
- g. ☐ Lack of resources to carry out effective recruitment
- h. ☐ Other (specify) _____
- i. ☐ Nothing
- j. ☐ Not applicable

What impact, if any, have hard-to fill vacancies and employee turnover had on your institution? Please check all that apply.

- a. ☐ Reduced continuity of care
- b. ☐ Reduced staff to patient ratio
- c. ☐ Difficulty meeting safety or health standards
- d. ☐ Reduction in services because of increased costs or lack of staff
- e. ☐ Increased training costs
- f. ☐ Increased hiring or recruitment costs
- g. ☐ Inability to fulfill paperwork requirements
- h. ☐ Burnout of existing staff
- i. ☐ Inability to terminate undesirable or marginal staff
- j. ☐ Lower qualification of new employees
- k. ☐ Administrative staff working direct care
- l. ☐ Reduced training for new employees
- m. ☐ Other (specify) _____
- n. ☐ Nothing
- o. ☐ Not applicable

OVER

What measures, if any, have you taken to tackle the problem of hard-to-fill vacancies? Please check all that apply.

- a. ☐ Offered higher pay
- b. ☐ Offered better benefits (health insurance, pension, holidays, time off)
- c. ☐ Offered signing bonuses
- d. ☐ Increased recruitment efforts (locally and different geographical areas)
- e. ☐ Increased Public Relations
- f. ☐ Increased training and development within workforce
- g. ☐ Changed work practices (flexible hours, work from home)
- h. ☐ Provided childcare support
- i. ☐ Highlighted problem to local providers (eg.TEC's, colleges, training bodies)
- j. ☐ Recruited people from other organizations
- k. ☐ Other (specify) _____
- l. ☐ Nothing
- m. ☐ Not applicable

Contact Information

Thank you for your cooperation in completing this survey. If there are any questions about your responses to this survey who should be contacted?

_____	(_____)
Name (please print)	(Area Code) Telephone Number

2008 South Dakota Health Care Professional Workforce Survey
State of South Dakota, Department of Health

Please return to:
 South Dakota Department of Health
 Office of Data, Statistics & Vital Records
 600 East Capitol Avenue
 Pierre, South Dakota 57501-2356
 Phone: 605-773-3361
 Fax: 605-773-5683

Inpatient Chemical Dependency Facilities

Please return by: **May 19, 2008**

Name of Facility: _____

Address _____ of _____ Facility: _____ City: _____

County: _____ Zip: _____ Telephone

No.: _____

Staffing

Report full-time and part-time positions, including contracted positions, which are currently staffed in facility. Please note: The following questions apply only to inpatient chemical dependency facility positions.

Inpatient Chemical Dependency Facilities	Current Total Budgeted Positions as of Jan 31 st 2008		Current Total Budgeted Vacancies as of Jan 31 st 2008		Turn Over* For Fiscal Year 2007	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
CD Counselor						
Certified Nursing Assistant						
Dietitian and Nutritionist						
Licensed Practical Nurse						
Nursing Assistant						
Physician						
Psychologist						
Psychiatrist						
Registered Nurse						
Social Worker						

*Turnover Numbers: Is the number of employees who left your facility during the fiscal year 2007. It does not include the number of employees who were promoted or transferred within your facility.

How many hours a week determines a full time staff position? _____

Hard to Fill Vacancies

In the last 12 months, have you had hard to fill vacancies at this site? **Hard-to-Fill Vacancies:** Recruitment difficulties experienced, due to a number of reasons e.g. lack of applicants, applicants lack the qualifications, competition, undesirable hours, etc.

- ☐ Yes (Please check all occupations that apply (below) AND continue with the rest of the survey)
☐ No (Please precede to the contact information at the end of the survey, complete the information and submit)

- ☐ CD Counselor
☐ Certified Nursing Assistant
☐ Dietitian and Nutritionist

- ☐ License Practical Nurse
☐ Nursing Assistant
☐ Physician
☐ Psychologist

- ☐ Psychiatrist
☐ Registered Nurse
☐ Social Worker
☐ None of the above

OVER

- a. ☐ Applicants lack the qualifications we want
- b. ☐ Lack of applicants
- c. ☐ Company/Industry doesn't pay enough
- d. ☐ Job entails shift work of undesirable hours
- e. ☐ Too much competition from other employers
- f. ☐ People with required skills don't want to relocate to this area
- g. ☐ Lack of resources to carry out effective recruitment
- h. ☐ Other (specify) _____
- i. ☐ Nothing
- j. ☐ Not applicable

- a. ☐ Reduced continuity of care
- b. ☐ Reduced staff to patient ratio
- c. ☐ Difficulty meeting safety or health standards
- d. ☐ Reduction in services because of increased costs or lack of staff
- e. ☐ Increased training costs
- f. ☐ Increased hiring or recruitment costs
- g. ☐ Inability to fulfill paperwork requirements
- h. ☐ Burnout of existing staff
- i. ☐ Inability to terminate undesirable or marginal staff
- j. ☐ Lower qualification of new employees
- k. ☐ Administrative staff working direct care
- l. ☐ Reduced training for new employees
- m. ☐ Other (specify) _____
- n. ☐ Nothing
- o. ☐ Not applicable

- a. ☐ Offered higher pay
- b. ☐ Offered better benefits (health insurance, pension, holidays, time off)
- c. ☐ Offered signing bonuses
- d. ☐ Increased recruitment efforts (locally and different geographical areas)
- e. ☐ Increased Public Relations
- f. ☐ Increased training and development within workforce
- g. ☐ Changed work practices (flexible hours, work from home)
- h. ☐ Provided childcare support
- i. ☐ Highlighted problem to local providers (eg.TEC's, colleges, training bodies)
- j. ☐ Recruited people from other organizations
- k. ☐ Other (specify) _____
- l. ☐ Nothing
- m. ☐ Not applicable

Name (please print) _____ Title _____
(Area Code) Telephone Number _____

2008 South Dakota Health Care Professional Workforce Survey
State of South Dakota, Department of Health

Please return to:
 South Dakota Department of Health
 Office of Data, Statistics & Vital Records
 600 East Capitol Avenue
 Pierre, South Dakota 57501-2356
 Phone: 605-773-3361
 Fax: 605-773-5683

Intermediate Care Facilities for the Mentally Retarded

Please return by: **May 19, 2008**

Name of Facility: _____
 Address of Facility: _____ City: _____
 County: _____ Zip _____ Telephone No.: _____

Staffing

Report full-time and part-time positions, including contracted positions, which are currently staffed in facility. Please note: The following questions apply only to intermediate care facilities for the mentally retarded positions.

Intermediate Care Facilities for the Mentally Retarded	Current Total Budgeted Positions as of Jan 31 st 2008		Current Total Budgeted Vacancies as of Jan 31 st 2008		Turn Over* For Fiscal Year 2007	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Case Manager						
Dietitian and Nutritionist						
Licensed Practical Nurse						
Nursing Assistant						
Occupational Therapist						
Occupational Therapists Assistant						
Pharmacist						
Pharmacy Technician						
Physician						
Physician Assistant						
Physical Therapist						
Physical Therapist Assistant						
Psychologist						
Psychiatrist						
Registered Nurse						
Social Worker						
Speech Pathologist/Speech-Language Pathologist						

*Turnover Numbers: Is the number of employees who left your facility during the fiscal year 2007

It does not include the number of employees who were promoted or transferred within your facility.

How many hours a week determines a full time staff position? _____

Hard to Fill Vacancies

In the last 12 months, have you had hard-to-fill vacancies at this site? **Hard-to-Fill Vacancies:** Recruitment difficulties experienced, due to a number of reasons e.g. lack of applicants, applicants lack the qualifications, competition, undesirable hours, etc.

- ☐ Yes (Please check all occupations that apply (below) AND continue with the rest of the survey)
☐ No (Please proceed to the contact information at the end of the survey, complete the contact information and submit)

OVER

- | | | |
|---|--|--|
| <input type="checkbox"/> Case Manager | <input type="checkbox"/> Pharmacist | <input type="checkbox"/> Psychologist |
| <input type="checkbox"/> Dietitian and Nutritionist | <input type="checkbox"/> Pharmacy Technician | <input type="checkbox"/> Psychiatrist |
| <input type="checkbox"/> Licensed Practical Nurse | <input type="checkbox"/> Physician | <input type="checkbox"/> Registered Nurse |
| <input type="checkbox"/> Nursing Assistant | <input type="checkbox"/> Physician Assistant | <input type="checkbox"/> Social Worker |
| <input type="checkbox"/> Occupational Therapist | <input type="checkbox"/> Physical Therapist | <input type="checkbox"/> Speech Path/Speech- |
| <input type="checkbox"/> Occupational Therapists | <input type="checkbox"/> Physical Therapist | <input type="checkbox"/> Lang Path |
| Assistant | Assistant | <input type="checkbox"/> None of the above |

What are the causes of your hard-to-fill vacancies? Please check all that apply.

- a. ☐ Applicants lack the qualifications we want
- b. ☐ Lack of applicants
- c. ☐ Company/Industry doesn't pay enough
- d. ☐ Job entails shift work of undesirable hours
- e. ☐ Too much competition from other employers
- f. ☐ People with required skills don't want to relocate to this area
- g. ☐ Lack of resources to carry out effective recruitment
- h. ☐ Other (specify) _____
- i. ☐ Nothing
- j. ☐ Not applicable

What impact, if any, have hard-to fill vacancies and employee turnover had on your institution? Please check all that apply.

- p. ☐ Reduced continuity of care
- a. ☐ Reduced staff to patient ratio
- b. ☐ Difficulty meeting safety or health standards
- c. ☐ Reduction in services because of increased costs or lack of staff
- d. ☐ Increased training costs
- e. ☐ Increased hiring or recruitment costs
- f. ☐ Inability to fulfill paperwork requirements
- g. ☐ Burnout of existing staff
- i. ☐ Inability to terminate undesirable or marginal staff
- j. ☐ Lower qualification of new employees
- k. ☐ Administrative staff working direct care
- l. ☐ Reduced training for new employees
- m. ☐ Other (specify) _____
- n. ☐ Nothing
- o. ☐ Not applicable

What measures, if any, have you taken to tackle the problem of hard-to-fill vacancies? Please check all that apply.

- a. ☐ Offered higher pay
- b. ☐ Offered better benefits (health insurance, pension, holidays, time off)
- c. ☐ Offered signing bonuses
- d. ☐ Increased recruitment efforts (locally and different geographical areas)
- e. ☐ Increased Public Relations
- f. ☐ Increased training and development within workforce
- g. ☐ Changed work practices (flexible hours, work from home)
- h. ☐ Provided childcare support
- i. ☐ Highlighted problem to local providers (eg.TEC's, colleges, training bodies)
- j. ☐ Recruited people from other organizations
- k. ☐ Other (specify) _____
- l. ☐ Nothing
- m. ☐ Not applicable

Contact Information

Thank you for your cooperation in completing this survey. If there are any questions about your responses to this survey who should be contacted?

Name (please print) _____ Title _____

(_____) _____
(Area Code) Telephone Number

2008 South Dakota Health Care Professional Workforce Survey
State of South Dakota, Department of Health

Please return to:
 South Dakota Department of Health
 Office of Data, Statistics & Vital Records
 600 East Capitol Avenue
 Pierre, South Dakota 57501-2356
 Phone: 605-773-3361
 Fax: 605-773-5683

Nursing Facilities

Please return by: **May 19, 2008**

Name of Facility: _____
 Address of Facility: _____ City: _____
 County: _____ Zip _____ Telephone No.: _____

Staffing

Report full-time and part-time positions, including contracted positions, that are currently staffed in facility.
Please note: The following questions apply only to nursing facility positions.

Nursing Facilities	Current Total Budgeted Positions as of Jan 31 st , 2008		Current Total Budgeted Vacancies as of Jan 31 st , 2008		Turn Over* For Fiscal Year 2007	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Accredited Record Technician						
Certified Coding Specialist						
Certified Dietary Manager						
Certified Nurse Practitioner						
Certified Nursing Assistant						
Dietitian and Nutritionist						
Health Unit Clerk						
Licensed Practical Nurse						
Massage Therapists						
MDS Coordinator						
Nursing Facility Administrators						
Occupational Therapist						
Occupational Therapist Assistant						
Physician						
Physician Assistant						
Physical Therapist						
Physical Therapist Assistant						
Registered Nurse						
Restorative Aides						
Social Worker						
Speech Pathologist/Speech-Lang Path						

*Turnover Numbers: Is the number of employees who left your facility during the fiscal year 2007. It does not include the number of employees who were promoted or transferred within your facility.

Number of Certified Medication Aides currently employed? _____

How many hours a week determines a full time staff position? _____

In the last 12 months have you had hard to fill vacancies at this site? **Hard-to-Fill Vacancies:** Recruitment difficulties experienced, due to a number of reasons e.g. lack of applicants, applicants lack the qualifications, competition, undesirable hours, etc.

- ☐ Yes (**Please check all occupations that apply (below) AND continue with the rest of the survey**)
☐ No (**Please proceed to the contact information at the end of the survey, complete the information and submit**)

OVER

- | | | |
|---|--|---|
| <input type="checkbox"/> Accredited Record Tech | <input type="checkbox"/> Massage Therapists | <input type="checkbox"/> Physical Therapist |
| <input type="checkbox"/> Certified Coding Specialist | <input type="checkbox"/> MDS Coordinator | <input type="checkbox"/> Physical Therapist Assistant |
| <input type="checkbox"/> Certified Dietary Manager | <input type="checkbox"/> Nursing Facility Admin | <input type="checkbox"/> Registered Nurse |
| <input type="checkbox"/> Certified Nurse Practitioner | <input type="checkbox"/> Occupational Therapist | <input type="checkbox"/> Restorative Aides |
| <input type="checkbox"/> Certified Nursing Assistant | <input type="checkbox"/> Occupational Therapists | <input type="checkbox"/> Social Worker |
| <input type="checkbox"/> Dietitian and Nutritionist | <input type="checkbox"/> Assistant | <input type="checkbox"/> Speech Path/Speech-Lang |
| <input type="checkbox"/> Health Unit Clerk | <input type="checkbox"/> Physician | <input type="checkbox"/> Path |
| <input type="checkbox"/> License Practical Nurse | <input type="checkbox"/> Physician Assistant | <input type="checkbox"/> None of the Above |

What are the causes of your hard-to-fill vacancies? Please check all that apply.

- a. ☐ Applicants lack the qualifications we want
- b. ☐ Lack of applicants
- c. ☐ Company/Industry doesn't pay enough
- d. ☐ Job entails shift work of undesirable hours
- e. ☐ Too much competition from other employers
- f. ☐ People with required skills don't want to relocate to this area
- g. ☐ Lack of resources to carry out effective recruitment
- h. ☐ Other (specify) _____
- i. ☐ Nothing
- j. ☐ Not applicable

What impact, if any, have hard-to-fill vacancies and employee turnover had on your institution? Please check all that apply.

- a. ☐ Reduced continuity of care
- b. ☐ Reduced staff to patient ratio
- c. ☐ Difficulty meeting safety or health standards
- d. ☐ Reduction in services because of increased costs or lack of staff
- e. ☐ Increased training costs
- f. ☐ Increased hiring or recruitment costs
- g. ☐ Inability to fulfill paperwork requirements
- h. ☐ Burnout of existing staff
- i. ☐ Inability to terminate undesirable or marginal staff
- j. ☐ Lower qualification of new employees
- k. ☐ Administrative staff working direct care
- l. ☐ Reduced training for new employees
- m. ☐ Other (specify) _____
- n. ☐ Nothing
- o. ☐ Not applicable

What measures, if any, have you taken to tackle the problem of hard-to-fill vacancies? Please check all that apply.

- a. ☐ Offered higher pay
- b. ☐ Offered better benefits (health insurance, pension, holidays, time off)
- c. ☐ Offered signing bonuses
- d. ☐ Increased recruitment efforts (locally and different geographical areas)
- e. ☐ Increased Public Relations
- f. ☐ Increased training and development within workforce
- g. ☐ Changed work practices (flexible hours, work from home)
- h. ☐ Provided childcare support
- i. ☐ Highlighted problem to local providers (eg.TEC's, colleges, training bodies)
- j. ☐ Recruited people from other organizations
- k. ☐ Other (specify) _____
- l. ☐ Nothing
- m. ☐ Not applicable

Contact Information

Thank you for your cooperation in completing this survey. If there are any questions about your responses to this survey who should be contacted?

Name (please print) Title (_____) Telephone Number

2008 South Dakota Health Care Professional Workforce Survey
State of South Dakota, Department of Health

Please return to:
 South Dakota Department of Health
 600 East Capitol Avenue
 Pierre, South Dakota 57501-2356
 Phone: 605-773-3361 Fax: 605-773-5683

Optometry Clinics

Please return by: **May 19, 2008**

Name of Facility: _____
 Address of Facility: _____ City: _____
 County: _____ Zip: _____ Telephone No.: _____

Staffing

Report full-time and part-time positions, including contracted positions, which are currently staffed in facility. Please note: The following questions apply only to Optometry Clinics.

Optometry Clinics	Current Total Budgeted Positions as of Jan 31 st 2008		Current Total Budgeted Vacancies as of Jan 31 st 2008		Turn Over* For Fiscal Year 2007	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Optometrist						
Ophthalmologist						

*Turnover Numbers: Is the number of employees who left your facility during the fiscal year 2007. It does not include the number of employees who were promoted or transferred within your facility.

Hard to Fill Vacancies

How many hours a week determines a full time staff position? _____

In the last 12 months, have you had hard-to-fill vacancies at this site? **Hard-to-Fill Vacancies:** Recruitment difficulties experienced, due to a number of reasons e.g. lack of applicants, applicants lack the qualifications, competition, undesirable hours, etc.

- ☐ Yes (Please check all occupations that apply (below) AND continue with the rest of the survey)
☐ No (Please proceed to the contact information at the end of the survey, complete the contact information and submit)
- ☐ Optometrist ☐ None of the above
☐ Ophthalmologist

What are the causes of your hard-to-fill vacancies? Please check all that apply.

- a. _____ Applicants lack the qualifications we want
 b. _____ Lack of applicants
 c. _____ Company/Industry doesn't pay enough
 d. _____ Job entails shift work of undesirable hours
 e. _____ Too much competition from other employers
 f. _____ People with required skills don't want to relocate to this area
 g. _____ Lack of resources to carry out effective recruitment
 h. _____ Other (specify) _____
 i. _____ Nothing
 j. _____ Not applicable

OVER

- a. ☐ Reduced continuity of care
- b. ☐ Reduced staff to patient ratio
- c. ☐ Difficulty meeting safety or health standards
- d. ☐ Reduction in services because of increased costs or lack of staff
- e. ☐ Increased training costs
- f. ☐ Increased hiring or recruitment costs
- g. ☐ Inability to fulfill paperwork requirements
- h. ☐ Burnout of existing staff
- i. ☐ Inability to terminate undesirable or marginal staff
- j. ☐ Lower qualification of new employees
- k. ☐ Administrative staff working direct care
- l. ☐ Reduced training for new employees
- m. ☐ Other (specify) _____
- n. ☐ Nothing
- o. ☐ Not applicable

- a. ☐ Offered higher pay
- b. ☐ Offered better benefits (health insurance, pension, holidays, time off)
- c. ☐ Offered signing bonuses
- d. ☐ Increased recruitment efforts (locally and different geographical areas)
- e. ☐ Increased Public Relations
- f. ☐ Increased training and development within workforce
- g. ☐ Changed work practices (flexible hours, work from home)
- h. ☐ Provided childcare support
- i. ☐ Highlighted problem to local providers (eg.TEC's, colleges, training bodies)
- j. ☐ Recruited people from other organizations
- k. ☐ Other (specify) _____
- l. ☐ Nothing
- m. ☐ Not applicable

Contact Information

Thank you for your cooperation in completing this survey. If there are any questions about your responses to this survey who should be contacted?

Name (please print) Title ()

(Area Code) Telephone Number

2008 South Dakota Health Care Professional Workforce Survey
State of South Dakota, Department of Health

Please return to:
South Dakota Department of Health
600 East Capitol Avenue
Pierre, South Dakota 57501-2356
Phone: 605-773-3361 Fax: 605-773-5683

Pharmacy

Please return by: **May 19, 2008**

Name of Pharmacy: _____

Address of Pharmacy: _____ City: _____

County: _____ Zip: _____ Telephone No.: _____

Staffing

Report full-time and part-time positions, including contacted positions, which are currently staffed in facility. Please note: The following questions apply only to pharmacy positions.

Pharmacy	Current Total Budgeted Positions as of Jan 31 st 2008		Current Total Budgeted Vacancies as of Jan 31 st 2008		Turn Over* For Fiscal Year 2007	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Pharmacist						
Pharmacy Technician						

*Turnover Numbers: Is the number of employees who left your Pharmacy during the fiscal year 2007. It does not include the number of employees who were promoted or transferred within your facility.

Hard to Fill Vacancies

How many hours a week determines a full time staff position? _____

In the last 12 months, have you had hard-to-fill vacancies at this site? **Hard-to-Fill Vacancies:** Recruitment difficulties experienced, due to a number of reasons e.g. lack of applicants, applicants lack the qualifications, competition, undesirable hours, etc.

- ☐ Yes (Please check all occupations that apply (below) AND continue with the rest of the survey)
☐ No (Please proceed to the contact information at the end of the survey, complete the contact information and submit)

- ☐ Pharmacist ☐ Pharmacy Technician

What are the causes of your hard-to-fill vacancies? Please check all that apply.

- a. ____ Applicants lack the qualifications we want
b. ____ Lack of applicants
c. ____ Company/Industry doesn't pay enough
d. ____ Job entails shift work of undesirable hours
e. ____ Too much competition from other employers
f. ____ People with required skills don't want to relocate to this area
g. ____ Lack of resources to carry out effective recruitment
h. ____ Other (specify) _____
i. ____ Nothing
j. ____ Not applicable

OVER

- a. ☐ Reduced continuity of care
- b. ☐ Reduced staff to patient ratio
- c. ☐ Difficulty meeting safety or health standards
- d. ☐ Reduction in services because of increased costs or lack of staff
- e. ☐ Increased training costs
- f. ☐ Increased hiring or recruitment costs
- g. ☐ Inability to fulfill paperwork requirements
- h. ☐ Burnout of existing staff
- i. ☐ Inability to terminate undesirable or marginal staff
- j. ☐ Lower qualification of new employees
- k. ☐ Administrative staff working direct care
- l. ☐ Reduced training for new employees
- m. ☐ Other (specify) _____
- n. ☐ Nothing
- o. ☐ Not applicable

- a. ☐ Offered higher pay
- b. ☐ Offered better benefits (health insurance, pension, holidays, time off)
- c. ☐ Offered signing bonuses
- d. ☐ Increased recruitment efforts (locally and different geographical areas)
- e. ☐ Increased Public Relations
- f. ☐ Increased training and development within workforce
- g. ☐ Changed work practices (flexible hours, work from home)
- h. ☐ Provided childcare support
- i. ☐ Highlighted problem to local providers (eg.TEC's, colleges, training bodies)
- j. ☐ Recruited people from other organizations
- k. ☐ Other (specify) _____
- l. ☐ Nothing
- m. ☐ Not applicable

Contact Information

Thank you for your cooperation in completing this survey. If there are any questions about your responses to this survey who should be contacted?

Name (please print) _____ Title _____ ()
(Area Code) Telephone Number _____

2008 South Dakota Health Care Professional Workforce Survey
State of South Dakota, Department of Health

Please return to:
South Dakota Department of Health
600 East Capitol Avenue
Pierre, South Dakota 57501-2356
Phone: 605-773-3361 Fax: 605-773-5683

Correctional Health

Please return by: **May 19, 2008**

Name of Facility: _____

Address of Facility: _____ City: _____

County: _____ Zip: _____ Telephone No.: _____

Staffing

Report full-time and part-time positions, including contracted positions, which are currently staffed in facility. Please note: The following questions apply only to correctional health positions.

Prison Health	Current Total Budgeted Positions as of Jan 31 st 2008		Current Total Budgeted Vacancies as of Jan 31 st 2008		Turn Over* For Fiscal Year 2007	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Licensed Practical Nurse						
Patient Care Technician						
Physician						
Psychiatrist						
Psychologist						
Registered Nurse						
Radiological Technician						

*Turnover Numbers: Is the number of employees who left your facility during the fiscal year 2007. It does not include the number of employees who were promoted or transferred within your facility.

Hard to Fill Vacancies

How many hours a week determines a full time staff position? _____

In the last 12 months, have you had hard-to-fill vacancies at this site? **Hard-to-Fill Vacancies:** Recruitment difficulties experienced, due to a number of reasons e.g. lack of applicants, applicants lack the qualifications, competition, undesirable hours, etc.

- ☐ Yes (Please check all occupations that apply (below) AND continue with the rest of the survey)
☐ No (Please proceed to the contact information at the end of the survey, complete the contact information and submit)
- | | | |
|---|---|--|
| <input type="checkbox"/> Licensed Practical Nurse | <input type="checkbox"/> Psychiatrist | <input type="checkbox"/> Radiological Technician |
| <input type="checkbox"/> Patient Care Technician | <input type="checkbox"/> Psychologist | <input type="checkbox"/> None of the above |
| <input type="checkbox"/> Physician | <input type="checkbox"/> Registered Nurse | |

What are the causes of your hard-to-fill vacancies? Please check all that apply.

- ____ Applicants lack the qualifications we want
- ____ Lack of applicants
- ____ Company/Industry doesn't pay enough
- ____ Job entails shift work of undesirable hours
- ____ Too much competition from other employers
- ____ People with required skills don't want to relocate to this area
- ____ Lack of resources to carry out effective recruitment
- ____ Other (specify) _____
- ____ Nothing
- ____ Not applicable

OVER

What impact, if any, have hard-to fill vacancies and employee turnover had on your institution? Please check all that apply.

- a. ☐ Reduced continuity of care
- b. ☐ Reduced staff to patient ratio
- c. ☐ Difficulty meeting safety or health standards
- d. ☐ Reduction in services because of increased costs or lack of staff
- e. ☐ Increased training costs
- f. ☐ Increased hiring or recruitment costs
- g. ☐ Inability to fulfill paperwork requirements
- h. ☐ Burnout of existing staff
- i. ☐ Inability to terminate undesirable or marginal staff
- j. ☐ Lower qualification of new employees
- k. ☐ Administrative staff working direct care
- l. ☐ Reduced training for new employees
- m. ☐ Other (specify) _____
- n. ☐ Nothing
- o. ☐ Not applicable

What measures, if any, have you taken to tackle the problem of hard-to-fill vacancies? Please check all that apply.

- a. ☐ Offered higher pay
- b. ☐ Offered better benefits (health insurance, pension, holidays, time off)
- c. ☐ Offered signing bonuses
- d. ☐ Increased recruitment efforts (locally and different geographical areas)
- e. ☐ Increased Public Relations
- f. ☐ Increased training and development within workforce
- g. ☐ Changed work practices (flexible hours, work from home)
- h. ☐ Provided childcare support
- i. ☐ Highlighted problem to local providers (eg.TEC's, colleges, training bodies)
- j. ☐ Recruited people from other organizations
- k. ☐ Other (specify) _____
- l. ☐ Nothing
- m. ☐ Not applicable

Contact Information

Thank you for your cooperation in completing this survey. If there are any questions about your responses to this survey who should be contacted?

Name (please print) Title ()
(Area Code) Telephone Number

2008 South Dakota Health Care Professional Workforce Survey
State of South Dakota, Department of Health

Please return to:
South Dakota Department of Health
Office of Data, Statistics & Vital Records
600 East Capitol Avenue
Pierre, South Dakota 57501-2356
Phone: 605-773-3361
Fax: 605-773-5683

Rural Health Clinics

Please return by: **May 19, 2008**

Name of Facility: _____

Address of Facility: _____ City: _____

County: _____ Zip: _____ Telephone

No.: _____

Staffing

Report full-time and part-time positions, including contracted positions, which are currently staffed in facility. Please note: The following questions apply only to rural health clinic positions.

Rural Health Clinics	Current Total Budgeted Positions as of Jan 31 st 2008		Current Total Budgeted Vacancies as of Jan 31 st 2008		Turn Over* For Fiscal Year 2007	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Certified Nurse Midwife						
Certified Nurse Practitioner						
Clinical Nurse Specialist						
Diagnostic Medical Sonographer/Ultrasonographer						
Licensed Practical Nurse						
Medical Assistant						
Medical Lab Technician/Clinical Lab Technician						
Medical Lab Technologist/Clinical Lab Technologist						
Medical Transcriptionist						
Nuclear Medical Technologist						
Occupational Therapist						
Physician						
Physician Assistant						
Physical Therapist						
Registered Nurse						
Radiological Technician						
Radiological Technologist						

*Turnover Numbers: Is the number of employees who left your facility during the fiscal year 2007.

It does not include the number of employees who were promoted or transferred within your facility.

How many hours a week determines a full time staff position? _____

Hard to Fill Vacancies

In the last 12 months, have you had hard-to-fill vacancies at this site? **Hard-to-Fill Vacancies:** Recruitment difficulties experienced, due to a number of reasons e.g. lack of applicants, applicants lack the qualifications, competition, undesirable hours, etc.

- ☐ Yes (Please check all occupations that apply (below) AND continue with the rest of the survey)
☐ No (Please proceed to the contact information at the end of the survey, complete the contact information and submit)

OVER

- | | | |
|--|---|--|
| <input type="checkbox"/> Certified Nurse Midwife | <input type="checkbox"/> Med Lab Technician/CLT | <input type="checkbox"/> Physician Assistant |
| <input type="checkbox"/> Certified Nurse Practitioner | <input type="checkbox"/> Med Lab Technologist/CLT | <input type="checkbox"/> Physical Therapist |
| <input type="checkbox"/> Clinical Nurse Specialist | <input type="checkbox"/> Medical Transcriptionist | <input type="checkbox"/> Registered Nurse |
| <input type="checkbox"/> Diagnostic Medical Sonographer/Ultrasonographer | <input type="checkbox"/> Nuclear Medical Technologist | <input type="checkbox"/> Radiological Technician |
| <input type="checkbox"/> License Practical Nurse | <input type="checkbox"/> Occupational Therapist | <input type="checkbox"/> Radiological Technologist |
| <input type="checkbox"/> Medical Assistant | <input type="checkbox"/> Physician | <input type="checkbox"/> None of the above |

What are the causes of your hard-to-fill vacancies? Please check all that apply.

- a. ☐ Applicants lack the qualifications we want
- b. ☐ Lack of applicants
- c. ☐ Company/Industry doesn't pay enough
- d. ☐ Job entails shift work of undesirable hours
- e. ☐ Too much competition from other employers
- f. ☐ People with required skills don't want to relocate to this area
- g. ☐ Lack of resources to carry out effective recruitment
- h. ☐ Other (specify) _____
- i. ☐ Nothing
- j. ☐ Not applicable

What impact, if any, have hard-to fill vacancies and employee turnover had on your institution? Please check all that apply.

- a. ☐ Reduced continuity of care
- b. ☐ Reduced staff to patient ratio
- c. ☐ Difficulty meeting safety or health standards
- d. ☐ Reduction in services because of increased costs or lack of staff
- e. ☐ Increased training costs
- f. ☐ Increased hiring or recruitment costs
- g. ☐ Inability to fulfill paperwork requirements
- h. ☐ Burnout of existing staff
- i. ☐ Inability to terminate undesirable or marginal staff
- j. ☐ Lower qualification of new employees
- k. ☐ Administrative staff working direct care
- l. ☐ Reduced training for new employees
- m. ☐ Other (specify) _____
- n. ☐ Nothing
- o. ☐ Not applicable

What measures, if any, have you taken to tackle the problem of hard-to-fill vacancies? Please check all that apply.

- a. ☐ Offered higher pay
- b. ☐ Offered better benefits (health insurance, pension, holidays, time off)
- c. ☐ Offered signing bonuses
- d. ☐ Increased recruitment efforts (locally and different geographical areas)
- e. ☐ Increased Public Relations
- f. ☐ Increased training and development within workforce
- g. ☐ Changed work practices (flexible hours, work from home)
- h. ☐ Provided childcare support
- i. ☐ Highlighted problem to local providers (eg.TEC's, colleges, training bodies)
- j. ☐ Recruited people from other organizations
- k. ☐ Other (specify) _____
- l. ☐ Nothing
- m. ☐ Not applicable

Contact Information

Thank you for your cooperation in completing this survey. If there are any questions about your responses to this survey who should be contacted?

_____	(____)
Name (please print)	Title (Area Code) Telephone Number